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MEMORANDUM

DATE: May 15, 2003

TO: Wisconsin Medicaid-certified Specialized Medical Vehicle Services Providers and HMOs and other Managed Care Organizations

FROM: Peggy B. Handrich, Associate Administrator
Division of Health Care Financing 

SUBJECT: Wisconsin Medicaid Specialized Medical Vehicle Services Handbook

The Division of Health Care Financing (DHCF) is pleased to provide you with a copy of the new Wisconsin Medicaid Specialized Medical Vehicle Services Handbook. The handbook articulates current Medicaid policies found in the Wisconsin Administrative Code, HFS 101-108, as they apply to the specialized medical vehicle (SMV) services benefit.

The handbook incorporates all current Wisconsin Medicaid policies related to SMV services in a single reference source. The handbook replaces Part Q, Division II, the Specialized Medical Vehicle Handbook and the following service-specific *Wisconsin Medicaid and BadgerCare Updates*:

- March 2003 *Update* (2003-15), Revised form for specialized medical vehicle transportation services.
- March 2003 *Update* (2003-18), Specialized medical vehicle documentation policy change for new vehicles.
- May 2002 *Update* (2002-22), Specialized medical vehicle and school-based transportation services coverage clarification.
- April 2002 *Update* (2002-16), Specialized medical vehicle Provider Description Code Form eliminated.
- December 2000 *Update* (2000-65), Specialized medical vehicle services copayment requirements (correction to All-Provider Handbook information).
- September 2000 *Update* (2000-34), New trip ticket form for specialized medical vehicles.
- March 2000 *Update* (2000-11), STAT-PA system will be modified.
- October 1998 *Update* (98-29), SMV Transportation Physician Certification form revised.
- August 1998 *Update* (98-28), SMV services require recipient copayment.

The handbook does not replace the All-Provider Handbook and all-provider *Updates*, the Wisconsin Administrative Code, and Wisconsin Statutes. Subsequent changes to SMV policies will be published first in *Updates* and later in the Specialized Medical Vehicle Services Handbook revisions.

Additional Copies of Publications

All *Updates* and the Specialized Medical Vehicle Services Handbook can be downloaded from the Medicaid Web site at www.dhfs.state.wi.us/medicaid/.

The DHCF would like to thank the Specialized Medical Vehicle Association of Wisconsin for reviewing this handbook.

HIPAA and the Information in This Handbook

Wisconsin Medicaid will issue revised instructions for completing paper claims and prior authorization (PA) requests, including samples of properly completed forms, effective dates, and information for ordering new forms. These revised instructions will ensure that Wisconsin Medicaid is consistent with the Administrative Simplification provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

Providers should pay special attention to *Wisconsin Medicaid and BadgerCare Updates* released in July and August 2003 to keep informed of these important changes. Providers must use the information in these Updates, along with this handbook, to ensure proper claims and PA submission.